

**DODGE COUNTY  
JUDICIAL AND PUBLIC PROTECTION COMMITTEE MEETING  
AUGUST 3, 2018**

**Call to order:** Meeting was called to order by Chair, MaryAnn Miller, at 8:00 a.m.; a quorum was established with the following members present:

MaryAnn Miller  
Eugene Wurtz  
Dan Hilbert  
Larry Schraufnagel

**Member Excused:** Thomas Nickel

**Also Present:** James Mielke, County Administrator; Russ Kottke, Dodge County Chairman; Steven Bauer, Circuit Court Judge; Joseph Sciascia, Circuit Court Judge; Brian Pfitzinger, Circuit Court Judge; Michelle Kenning, Chief Deputy, Clerk of Courts; Dale Schmidt, Dodge County Sheriff; Scott Mittelstadt, Chief Deputy, Sheriff's Office; Patrick Schoebel, Medical Examiner; Brooke Bittner, Chief Deputy Medical Examiner; Lynn Steger, Register in Probate.

**Public Comment:** None

**Approval of Minutes:** Motion by Schraufnagel to approve Minutes of July 6, 2018 and Minutes of July 10, 2018; second by Hilbert. Motion carried.

**Communications/Announcements:** None

**Circuit Court/Judge's Report:** Judge Bauer reports that he has a new Judicial Assistant, Sara Haag, who comes from the Clerk of Courts office. The benefit of this is that the two organizations function together. He states that the Clerk of Courts is efficient and does a great job. Because he has pulled his JA from the Clerk of Courts office, they are now short a clerk but have decided to cross train the clerks and not fill that position.

Regarding the 2018 budget, Judge states that his only real issue is the reduction for reimbursement for interpreters; he informs that the formula for reimbursement by the State has changed and it appears to be reduced by one-half; this is his one area of concern. Judge believes the psychological evaluation expenses should be okay.

Judge is requesting the Committee's input in two areas; the first area of concern is Appointed Counsel. The Supreme Court has changed the rate for payment of attorneys appointed by the Court. Currently court appointed attorneys are paid \$62.50/hour; beginning 1/1/2020, the Courts must pay \$100/hour to court appointed attorneys. In order to maintain the budget, the Judges have discussed contracting with four attorneys to be appointed counsel. They would want efficient, experienced attorneys and they would start this in 2019, a year early, and pay \$75/hour. Judge informs that they did get applications from two good attorneys. He does not believe this will have a big impact on the budget.

Secondly, Judge informs that the Family Court Counseling office provides parental education classes which they have never charged for. Judge has talked with Shelby Brandsma and has learned that other counties do charge for these classes. Judge would like to start charging \$30

per parent for the Parental Education classes. In addition, Family Court Counseling currently charges \$200 for step-parent adoption screenings; they would like to increase that fee to \$350. Brandsma has checked with other counties and \$350 is about in the middle for fees being charged.

Judge is requesting input as to these two matters. Wurtz moves that Judge Bauer be granted permission to hire four attorneys as appointed counsel and to negotiate a fee at his discretion; and to endorse the fee increase for the step-parent adoption screenings and parental education classes. Second by Schraufnagel. Motion carried.

**Child Support Report:** None.

**Clerk of Courts Report:** None.

**District Attorney Report:** None.

**Medical Examiner Report:** Schoebel distributes the six-month activity report and states it is a different year now at the 6-month point since they have been working with Milwaukee County and not Fond du Lac County. Milwaukee County's costs are cheaper because they have an in-house toxicology lab. Dr. Kelley is now working in Milwaukee County along with five other forensic pathologists. Schoebel notes that the death caseload is increasing and that cremations are also increasing. Driving the death caseload up are opioid deaths and, as the population gets older, natural deaths. Cremations are becoming more popular because they are cheaper. Inmate autopsies have been stable. Wurtz questions the cost for cremation exams. Schoebel states that Dodge County gets \$175 per permit and notes that everyone that is cremated is examined; by statute the fee can only be increased by the cost of living. He did not increase the fee in 2018 but could in the future.

Schoebel advises that there is a lack in Dodge County of grief support, however, now the mother of a child who passed away has started *Bo's Heavenly Clubhouse*. That group is now providing support to families in Dodge County.

Schoebel informs that Heather Pitts and Matt Bartol have been hired; they are currently in training. These Deputy ME positions are on-call positions. They are also paid office time when they come into the office. They are excited to have Pitts and Bartol on board and now the staff will total seven.

**Sheriff Office Report:** Sheriff Schmidt notes that the double fatality last month brings the total fatalities to six. He informs that none of the fatal crashes were in the crash reduction areas. The Department will be revamping the crash reduction areas in order to reduce fatal crashes; they will have highly visible signs. Schmidt discusses the Beaver Dam Police Department / Spillman controversy. He informs that the Beaver Dam Chief refuses to meet with him and that they have tried to work with the Police Department to train them but to date they have refused to work with the Sheriff's Department. Schmidt believes that eventually the issues will get resolved. Schmidt informs that the Horicon and Mayville Departments came to all of the training and are doing well with the program. Mittelstadt notes that Sheboygan also went to Spillman and he feels that the process is far superior in Dodge County.

Mittelstadt advises that they are going to use \$440 from the Jail Improvement Fund to replace a camera that went down in the recorded interview room.

Schmidt explains the two Resolutions for the three proposed new positions. He states that he knows that they will have difficulty funding the positions, but if they cannot fund them, he at least wants them available. They are requesting two Deputy Sheriff - Patrol positions. Schmidt explains that they currently have deputies working part time on crash team investigations, which is very time consuming and stressful. He would like to have one person as lead investigator and would want someone experienced. Secondly he would like a Deputy to partner with school districts, especially in the more rural areas. Wurtz questions if there is any type of grant through the State for this type of thing; Schmidt indicates there is not. Motion by Schraufnagel to create two positions of Deputy Sheriff – Patrol in the Dodge County Sheriff's Office; second by Wurtz. Motion Carried.

The second Resolution is to request the creation of a Detective position. Schmidt notes that at one case per week with eight detectives available they would have 416 cases per year. In 2015 they had 575 cases, 2016 had 616 cases, and for the first 11 months of 2017, there were 531 cases. He states that internet crimes are up and there is no one available to investigate. There is a backlog of cases which hinders pro-activity. Motion by Wurtz to create one position of Detective in the Dodge County Sheriff's Office; second by Nickel. Motion Carried.

Schmidt states there is good news – three of the Explorers went to the Explorers National Competition and took 1<sup>st</sup> place in the Shoot/Don't Shoot competition. They are judged on communication and accuracy; Schmidt was told that this group was the best that the competition has seen. Miller indicates that she will send a letter congratulating the Explorers.

Schmidt updates on the J-Pod closure. He states that as of today, the number is 255. He has contacted the Regional Director of ICE who indicates it will take 3 to 4 months to draw down the numbers. They would like to keep it as full as they can for as long as they can. The draw down will probably start in September. Schmidt states that he is not sure what the budget numbers will be until they get through November or December; there may be a shortfall. The first half of the year there were 270-272 individuals on average. He notes they are planning for the worst but hoping for the best.

**Committee Member Reports:** The WCA Steering Committee Report (Judicial & Public Safety) will be addressed at the next monthly meeting.

**Informational Presentation:** Miller indicates that she attended a Traffic Safety meeting last month and has asked Scott Mittelstadt to talk about the "Place of Last Drink" concept. Mittelstadt informs how law enforcement would go to taverns and have conversations about proper practices for serving individuals, i.e. having licensed bartenders, etc. in order to reduce alcohol consumption. He describes the procedures that Sheboygan County used. He notes that Public Health is in the early states of addressing alcohol abuse. Feedback from fire/EMS is that there are more injuries from falls involving alcohol than from crashes. They want to work to change the perception and they want to work together with Public Health. Miller encourages members to attend the Traffic Safety meetings.

**Discussion Only:** None.

**Future Agenda Items:** None

**Next Meeting:** Friday, September 7, 2018, at 8:00 a.m. at the Dodge County Justice Facility.

**Adjournment:** Motion by Schraufnagel to adjourn meeting; second by Nickel. Motion carried.

**Disclaimer:** The above minutes may be approved, amended or correct at the next committee meeting.

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Thomas Nickel, Secretary

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Lynn M. Steger, Recording Secretary



# Dodge County Information Technology

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127 East Oak Street  
Juneau, WI 53039-1329  
(920) 386-3200 FAX: (920) 386-3813

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To: County Board Supervisors  
From: Ian Dodge, Electronics Technician, IT Dept  
Date: August 27, 2018  
RE: Courthouse Audio Visual Design Consultant

The audio visual (AV) equipment in the courthouse is aging and in need of replacement before significant failures occur. AV upgrades for the Courts are on the Capital Improvement Plan for 2019, and a three phase project has been proposed. Phase I is consulting and design, phase II is bidding for the installation, and phase III is the actual installation.

Through an RFP process overseen by Jamie Beckwith, Professional Audio Designs, Inc. has been selected with the winning bid for phase I. The decision was made by a selection team with representatives from most of the benefitting departments: Judge Bauer and Judge DeVries from Courts, Bob Barrington from the District Attorney's office, Phil McAleer from Physical Facilities, and Ian Dodge from Information Technology.

If approved by the board, Pro Audio Designs will be doing the design work for the AV upgrades in the courts and acting as project manager. They are not eligible to bid on the installation phase of this project. The design work will include meeting with the courthouse departments to determine needs, assist the County with estimates so that the needs and wants can be kept within budgeted amounts, design and draw up plans for the determined needs, prepare all technical drawings and documentation sufficient to receive competitive bids for the equipment and installation of the new AV system. They will be following through phases II and III of the project to assist the County with reviewing the phase II bids, preparing addendums and responses to contractor questions, and ensuring that the selected installation bid contractor is qualified for the job. In phase III, they will assist with Request For Information responses, installation site visits, oversee and approve the punch list, review the contractor As Built drawings, and lastly, tune the AV system in each courtroom.

We are also seeking approval for Pro Audio Designs to conduct an acoustic survey of the courtrooms. This is an addendum submitted in their bid. The survey will include a review of the current wall, floor, ceiling coverings, and ambient noise levels. Using computer models, they will test different room treatments and offer recommendations for improvements.

The services to be provided by Pro Audio Designs are critical to the success of the overall courts AV project. This is a very complex AV upgrade that is beyond the expertise within the County. The design considerations to keep the courtrooms functioning while the upgrades take place are considerable. All of the current equipment terminates in one data closet. Once this equipment is taken down, it is down for all courtrooms. The detailed drawings and equipment lists required for the installation RFP require the expertise of a knowledgeable contractor. Pro Audio Designs has done design work for other government agencies, including the Wisconsin State Senate Chambers and the Waukesha County Courthouse. With your approval, we can look forward to working with Pro Audio Designs on a successful court audio visual upgrade.

Respectfully submitted,

Ian Dodge

1 RESOLUTION NO. \_\_\_\_\_  
2

3 **Authorizing a General Fund Transfer for Courtroom Audio/Visual**  
4 **Technology Consulting and Design Services**  
5

6 TO THE HONORABLE BOARD OF SUPERVISORS OF DODGE COUNTY, WISCONSIN,  
7

8 **WHEREAS**, Dodge County is considering an upgrade to its existing courtroom audio/visual  
9 technology, primarily focusing on five (5) courtrooms, one (1) video courtroom located in the  
10 Dodge County Jail, and one (1) holding cell video courtroom; and,  
11

12 **WHEREAS**, Dodge County developed and released a Request for Proposals (RFP) on July  
13 3, 2018, for consulting and design services seeking a consulting firm to assist Dodge County in  
14 developing options, and designing a solution that will satisfy Dodge County's needs; and,  
15

16 **WHEREAS**, proposals were due to the Dodge County Clerk by 2:00 p.m., on August 2,  
17 2018; and,  
18

19 **WHEREAS**, the consultant will advise the Dodge County Circuit Courts on options to  
20 consider, make recommendations on appropriate upgrades in equipment and software to meet  
21 Dodge County's needs, explore expanding video court capabilities, develop plans and specifications  
22 for the Installation RFP, cost estimating, budget development and an implementation plan for the  
23 upgrades; and,  
24

25 **WHEREAS**, the County has assembled an Evaluation Team (Team) comprised of  
26 representatives from the Dodge County Circuit Court, the Dodge County Information Technology  
27 Department, the Dodge County District Attorney's Office, and the Dodge County Physical  
28 Facilities Maintenance Department; and,  
29

30 **WHEREAS**, the Team has received and evaluated two proposals and conducted interviews  
31 of the proposing consulting firms; and,  
32

33 **WHEREAS**, the Team has selected Professional Audio Designs, Inc., as the consulting firm  
34 in the amount of \$69,913; and,  
35

36 **WHEREAS**, at its meeting on September 4, 2018, the Dodge County Information  
37 Technology Committee received a report from the Team regarding the selection, and recommends  
38 contracting with the firm for the services offered; and,  
39

40 **WHEREAS**, at its meeting on September 11, 2018, the Dodge County Judicial and Public  
41 Protection Committee received a report of the project timeline and the Team's selection of the  
42 consulting firm and recommends contracting with the firm for the services offered; and,  
43

44 **WHEREAS**, at its meeting on September 11, 2018, the Dodge County Finance Committee  
45 also reviewed the proposal and the Team's recommendation, and has determined that there are  
46 sufficient Dodge County funds (Unassigned General Fund) available to fund the proposal in the  
47 amount not to exceed \$70,000 for the consulting and design services; and,  
48

1       **WHEREAS**, the Finance Committee recommends to the Dodge County Board of  
2 Supervisors that the Dodge County Board of Supervisors authorize the use of Dodge County funds,  
3 in the amount not to exceed \$70,000, to fund the proposal;  
4

5       **SO, NOW, THEREFORE, BE IT RESOLVED**, that the Dodge County Board of  
6 Supervisors hereby approves the award for consulting and design services to Professional Audio  
7 Designs, Inc., and authorizes the use of Dodge County funds in the amount not to exceed \$70,000 to  
8 fund the proposal; and,  
9

10       **BE IF FURTHER RESOLVED**, by the Dodge County Board of Supervisors that the  
11 Dodge County Information Technology Director is authorized to enter into an agreement with the  
12 selected firm for the services offered, subject to the review and approval of the Dodge County  
13 Corporation Counsel; and,  
14

15       **BE IT FINALLY RESOLVED**, by the Dodge County Board of Supervisors, that the  
16 Dodge County Finance Director is directed to transfer funds from Business Unit 100, Account No.  
17 3429, Unassigned General Fund, in the amounts of \$70,000 to Business Unit \_\_\_\_ to cover the cost  
18 of the proposal.  
19

All of which is respectfully submitted this 18th day of September, 2018.

**Dodge County Information Technology Committee:**

\_\_\_\_\_  
Donna Maly

\_\_\_\_\_  
Timothy Kemmel

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Mary Bobholz

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Kevin Burnett

\_\_\_\_\_  
David Guckenberger

**Dodge County Judicial and Public Protection Committee:**

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MaryAnn Miller

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Eugene Wurtz

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Larry Schraufnagel

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Dan Hilbert

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Thomas Nickel

**Dodge County Finance Committee:**

\_\_\_\_\_  
David Frohling

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Jeffrey Caine

\_\_\_\_\_  
David Guckenberger

\_\_\_\_\_  
Thomas J. Schaefer

\_\_\_\_\_  
Ed Benter

***FISCAL NOTE:***

*The revenue/expenditure is contained in the current year budget: \_\_\_\_ Yes \_\_\_\_ No \_\_\_\_ N/A.*

*Budget Impact: \$ \_\_\_\_\_. Finance Committee review date: September 11, 2018. Chair initials: \_\_\_\_.*

**Vote Required:** 2/3 Majority of Members Elect.

**Resolution Summary:** A resolution authorizing a general fund transfer for courtroom audio/visual technology consulting and design services.